

Town of Odessa

**MINUTES FROM THE HISTORIC COMMISSION MEETING
THURSDAY, JUNE 8, 2023 - 7:00 PM
OLD ACADEMY BUILDING
315 MAIN STREET
ODESSA, DE 19730**

Those present at 7:00 PM:

Commissioner: Debbie Buckson
Commissioner: Todd Nelson
Commissioner: Melissa Steeley (via zoom)
Secretary: Amy Marie Ottinger
Mayor Harvey C. Smith Jr.
Sam Cannan – Veterans Watchmaker Initiative
Steve Johnson – Friends of Zoar Inc.
No community members

I. Call to Order – Meeting was called to order at 7:03 pm by Debbie Buckson.

II. Roll Call

III. Approval of Minutes

MOTION BY TODD NELSON, SECONDED BY MELISSA STEELEY TO APPROVE THE MINUTES FROM THE APRIL 13, 2023 HISTORIC COMMISSION MEETING. THE MOTION WAS APPROVED.

IV. New Business

a. Todd Nelson – 203 Main Street

- Parcel #24005.00034
- Finish existing porch and extend room to outside existing roof line
- Extend room 7' to create arched shaped renovation
- Doors and windows to be Anderson Series 400 simulated divided light, hardy board siding and brick foundation to match existing house
- **MOTION BY MELISSA STEELEY, SECONDED BY DEBBIE BUCKSON TO APPROVE THE PORCH PROJECT AS PRESENTED. MOTION WAS APPROVED.**

b. Veterans Watchmaker Initiative – 301 N. Sixth Street

- Parcel #24003.00019
- Partially remove bulk of summer windows in back addition
- Partially close some windows and replace with modern windows
- Install new entry door
- Fill in all windows with T-11
- **MOTION BY TODD NELSON, SECONDED BY MELISSA STEELEY TO APPROVE THE PORCH PROJECT WITH EDITS (SEE BELOW). MOTION WAS APPROVED.**

- Remove (3) jalousie windows on right side of addition (side visible from the street) and replace with one Anderson Series 400 6 over 6 simulated divided light window. Remove double storm doors and replace with single storm door in French door style. Fill in areas with T-1-11 in kind. The addition of shutters was discouraged. Any proposed work to the back side of the addition was not considered as that area is not visible from the street.

c. Friends of Zoar Inc – 620 Main Street – Social Hall Improvements

- Parcel #24003.00041
- Replace industrial steel framed windows with Anderson 400 Series
- Replace two doors with modern doors
- Replace standing seam metal roof with same
- Repair front door canopy
- Sheathe exterior (Front & West Side) with Hardi-Plank
- **MOTION BY MELISSA STEELEY, SECONDED BY TODD NELSON TO APPROVE THE SOCIAL HALL PROJECT WITH EDITS (SEE BELOW). MOTION WAS APPROVED.**
- Replace industrial steel framed windows with Anderson 400 Series 2 over 2 simulated divided light windows. Repair existing wooden doors (if able) and reglaze windows. If doors are unrepairable, replace with in kind wooden doors with same style glass on top. Replace standing seam metal roof with same. Repair front door canopy and front gable with cellular PVC and Hardi-Plank. All cinderblock is to remain exposed and left unsheathed.

V. Old Business – there was no old business.

VI. Next Meeting Date and Time: July 13, 2023 @ 7:00PM

VII. Adjournment

MOTION BY TODD NELSON, SECONDED BY DEBBIE BUCKSON TO ADJOURN THE MEETING AT 7:43 PM. MOTION WAS APPROVED.